

# COLUMBIA POLICE DEPARTMENT

## Policy and Procedure Manual

### MUTUAL AID AND OUTSIDE AGENCY ASSISTANCE

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**Approved By:** Kenneth Burton Chief of Police  
**CALEA 6<sup>th</sup> Edition Standard:**

## **352 MUTUAL AID AND OUTSIDE AGENCY ASSISTANCE**

### **352.1 PURPOSE AND SCOPE**

The purpose of this policy is to provide guidance to officers when requesting or responding to a request for mutual aid or when assisting another law enforcement agency.

It is the policy of this department to provide assistance whenever reasonably possible. Assistance shall be consistent with the applicable laws and policies of this department when another law enforcement agency requests mutual aid or assistance with an arrest or detention of another person.

At the discretion of the Chief of Police, the Department may:

- a. Provide assistance to other peace officers in the line of their duties and within the course of their employment.
- b. Exchange department peace officers with peace officers of another agency on a temporary basis.

The Chief of Police may also establish an agreement for reciprocal emergency law enforcement aid with another agency, including those of neighboring states, provided those agreements meet statutory requirements pursuant to §44.090.1, RSMo.

### **352.2 ASSISTING OUTSIDE AGENCIES**

Generally, requests for any type of assistance from other agencies are received via radio transmission and are routed to the Watch Commander's office or an on-duty supervisor for approval. Any such response to assist an outside agency should be considered for authorization pursuant to law or an established mutual aid plan.

When an authorized employee of an outside agency requests the assistance of this department in taking a person into custody, available officers shall respond and assist in making a lawful arrest. If an officer receives a request in the field for assistance, that officer shall notify a supervisor. Arrestees may be temporarily detained by this department until arrangements for transportation are made by the outside agency. Only in exceptional circumstances will this department provide transportation of arrestees to another agency's facilities.

When such assistance is rendered, a case number will be issued to report action taken by Columbia Police Department personnel.

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#### **352.3 REQUESTING ASSISTANCE FROM OUTSIDE AGENCIES**

If assistance is needed from another agency, the employee requesting assistance shall first notify a supervisor of his/her intentions. The handling officer or supervisor should direct assisting personnel to where they are needed and to whom they should report when they arrive.

The requesting officer should secure radio frequencies for use by all involved agencies so that communication can be coordinated as needed. If necessary, reasonable effort should be taken to provide radio equipment capable of communicating on the assigned frequency to any personnel who do not have compatible radios.

#### **352.4 CRITICAL INCIDENT MUTUAL AID**

State, regional or county agencies may be summoned to assist and coordinate emergency services such as natural disasters, civil unrest, large crime scenes or accidents and hazardous or chemical spills. The Incident Commander is charged with making an immediate appraisal of the situation and its potential. Responders should:

- Establish scene management
- Detect the presence of dangerous conditions or hazardous materials
- Begin identification of dangerous conditions or hazardous materials (may use the Emergency Response Guidebook ERG 2008 by the U.S. Department of Transportation)
- Isolate the incident and identify zones of activity
- Contain the incident without risking unnecessary exposure
- Perform firefighting, rescue, emergency medical and other critical life-saving response activities in accordance with the City Emergency Plan Manual
- Begin evacuation or direct in-place sheltering
- Consider personal protection/decontamination
- Seek additional resources if the event exceeds, or is expected to exceed, the capability of local resources, including mutual aid and state or federal assistance. When requesting local, state or federal assistance, this department should clarify whether it is requesting assistance only or complete scene management

#### **352.5 MANDATORY SHARING**

Equipment and supplies purchased with federal funds or grants with contingent sharing requirements should be documented and updated as necessary by the Training and Recruitment Sergeant. The conditions relative to sharing, the training requirements connected to the use of the supplies and equipment, and those trained in the use of the supplies and equipment should be included in the documentation.